

**AUSTIN – TRAVIS COUNTY EMS ADVISORY BOARD
MEETING MINUTES**

WEDNESDAY, August 3, 2015



The Austin – Travis County EMS Advisory Board convened on August 3, 2015, 15 Waller Street, in Austin, Texas at 9:30 a.m.

Board Members in Attendance: Mark Clayton, Paula Barr, Chris Ziebell, Vard Curtis, Lisa Harris, Tracy Dalbosco

Board Members Absent: Hector Gonzales

Other Attendees: Jeff Hayes, Terry Browder, Ron Moellenberg, James Shamard, Keith Simpson, Jose Cabanas, Doug Fowler, Larry Jantzen, Jamila Zakari, Vivian Holmes, Teresa Gardner, Kerri Lang

1. CALL TO ORDER – August 3, 2015

The meeting was called to order at 9:30 a.m.

2. QUORUM DETERMINATION

A quorum was met and the meeting proceeded.

3. RECOGNITION TO FORMER BOARD MEMBER – Richard Jung

Board Members, ATCEMS Staff and Attendees recognized the contributions that Richard Jung brought to the board and to the citizens of Austin and Travis County during his tenure.

4. WELCOME NEWLY APPOINTED BOARD MEMBERS: Tracy Dalbosco and Lisa Harris

Board Members and Staff welcomed the two new board members.

5. REVIEW AND APPROVE MINUTES OF MEETING – June 11, 2015

Motion: The minutes for the regular meeting of June 11, 2015 were approved on Board Member Curtis' motion and Vice Chair Barr's second on a 6-0 vote.

4. RECEIVE CITIZEN COMMUNICATIONS/COMMENTS – None

5. BUDGET UPDATE AND TIMELINE

Kerri Lang, Assistant Director of Administration & Finance provided an update to Board Members.

- Reviewed baseline budget
- Addition of 12 FTEs and ambulance service for the Lost Creek annexation
- Budget Work Session will take place on August 10 and 12
- Public Hearings will be on August 20 and 27
- Final Budget Readings will be September 8-10
- Review of the Unmet Needs List and reviewed what did not get approved.
- Staff and Board Members discussed 1115 Waiver funds; current use and future of the fund which will end in 2016. More entities have started to use the fund therefore it reduces what is divided to everyone.

- Chief Shamard reviewed information about the demand unit and the current situation with overtime. Special events are staffed with overtime and it would be ideal to have a special events team as it would help to reduce overtime expenses.

Board Members support the change to the 42-hour work week. Management and the Association also support the 42-hour work week reducing workload and fatigue issues. Board Member Ziebell provided guidance to management and the ATCEMS Employee Association regarding cohesiveness. Everyone is in agreement on the 42-hour work week needs and there is an opportunity to share an educational view with Council.

MOTION: Board Member Ziebell motioned for the board to support drafting and sending a letter to City Council and Travis County Commissioners in support of the EMS budget and unmet needs, highlighting the importance of supporting a 42-hour work week, seconded by Vice Chair Barr, motion moved 6-0.

6. ANSWER QUESTIONS REGARDING SYSTEM REPORTS

Chair Clayton would like to spend some time reviewing the reports in more detail at the next meeting since there are several newly appointed board members. He noted that the performance reports reside 24/7 on the department's online dashboard and said that any board member can meet with management should they have any questions; however reviewing the reports at the next meeting will provide a baseline.

7. RECEIVE UPDATES FROM SYSTEM AGENCIES REPRESENTATIVES:

- a) Medical Director's Report: Jose Cabanas, Acting Medical Director
Dr. Cabanas provided an update on hiring process for Medical Director - A recruitment and selection process is being reviewed but nothing has been finalized. Chair Clayton recently met with Rey Arellano, the Assistant City Manager over Public Safety to discuss this. Vice Chair Barr suggested that a broader community in Travis County will need to be considered when hiring the new system Medical Director.
- b) Austin EMS Department: Ernesto Rodriguez, Chief
An update was provided by Chief of Staff Shamard. There will soon be no vacancies in the field due because the department has offered all forty-two positions and there is now a waiting list of eligible medics. There will be another hiring process in the upcoming months for the January 5th Academy. Filling the positions with the right people is an important piece to help with fatigue management. The next Academy begins on August 10, 2015.
- c) Travis County Emergency Services: Danny Hobby, Executive Manager
- d) Austin Fire Department: Tom Dodds, Chief of Staff
Chief Doug Fowler gave an update and discussed CPR.
- e) Emergency Services Districts: Ron Moellenberg, CAFCA President
Chief Moellenberg didn't have any updates however was available to answer any questions.

8. OTHER BUSINESS

The next meeting will be held on November 4, 2015.

9. ADJOURN

The meeting was adjourned at 10:58 a.m.

The minutes were approved on this the 4th day of November 2015 on a unanimous vote.